

Bolton Council

Report to: Executive Cabinet Member for
Environmental Services

Date: 14th July, 2014

Report of: Director of Chief Executive's
Department

Report No:

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Report Title: **Monitoring of Executive Member Decisions**

**Confidential /
Non Confidential:**

(Non-Confidential) This report does **not** contain information which warrants its consideration in the absence of the press or members of the public.

Purpose:

The report details the progress of recently taken Executive Member decisions.

The monitoring report will be a regular report to the Executive Member's meeting.

Recommendations:

The Executive Member is requested to note the report.

Decision:

For noting.

Background Doc(s):

Signed:

Leader / Executive Member

Monitoring Officer

Date:

Date of Meeting	Item and Decision	Action and Progress
02/07/12	<p><u>Claim for Public Rights of Way – Edditch Farm (R Woods)</u></p> <p>A Claim was made for a public right of way from Hengist Street to Leverhulme Park via Edditch Farm. The Cabinet Member declined to make an order based on the evidence submitted by the Claimant.</p> <p>The Claimant appealed to the Planning Inspectorate who allowed the appeal. The Planning inspectorate has directed Bolton Council to make an order modifying the Definitive Map and Statement. . The order was made and advertised on 17th January 2014. The period for objection ended on 19th February, several objections were received.</p>	<p>As objections were received, the matter is to be referred to the planning inspector for decision</p>
13/08/12	<p><u>Gorses Road – Repairs To The Fencing Petition (G Grimshaw)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport, the Executive Cabinet Member AGREED that the responsibility for the repairs sits with a third party land owner and is outside of the Council's remit to resolve at our expense and that the matters set out in paragraph 3.2 of the report be included in the letter sent to the petitioner.</p>	<p>The ownership of this land has passed to a new company. The previous company has gone into liquidation and the directors bought up the assets (and liabilities) and formed a new venture. The Council's recharge officer is pursuing the outstanding balance from the new company and remains hopeful of securing the settlement.</p>

Date of Meeting	Item and Decision	Action and Progress
21/01/13	<p><u>Highways Maintenance Programme One Off Funding. 2013 – 2015 (K Walker)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transportation, the Executive Cabinet Member NOTED the report and APPROVED the programme of works as outlined in Appendix A to the report.</p>	<p>The schemes remaining on the 1315 £5m one-off programme have now been incorporated into the new 1415 draft programme detailed in the 1415 Capital Programmes Report.</p> <p>Complete</p>
08/04/13	<p><u>Greenspace Investment Programme 2013-2015 (M Russell)</u></p> <p>The Executive Cabinet Member APPROVED –</p> <ul style="list-style-type: none"> (i) The proposed thematic use of the funding as detailed in the report; and AUTHORISED - (ii) The Director of Environmental Services to develop, amend and implement the projects as outlined in Appendix A to the report, in consultation with the Cabinet Member and Ward Members as appropriate. 	<p>Programme progressing with a number of elements completed or in progress.</p>
01/07/13	<p><u>Revised Service Charge Agreements for Bolton Market (M Veigas)</u></p> <p>The Executive Cabinet Member for Environmental Services AUTHORISED the Markets Services to underwrite a service charge increase in 2014/15 and 2015/16 as outlined in paragraph 7.3 and 7.4 of the report and APPROVED the revised methodology for the calculation of the service charge as outlined in paragraph 6.0 of the report.</p>	<p>This will be progressed as part of the on-going redevelopment scheme.</p>

Date of Meeting	Item and Decision	Action and Progress
07/10/13	<p><u>Scrap Metal Dealers Act, 2013 (Linda Duckworth)</u></p> <p>The Executive Cabinet Member APPROVED –</p> <ul style="list-style-type: none"> (i) The introduction of the two new scrap metal licences; (ii) A basic disclosure being required as part of the application process; (iii) The fee structure, as outlined in the appendix to the report; and (iv) That Council be recommended to agree relevant changes to the Scheme of Delegation and the terms of reference of the Licensing and Environmental Regulation Committee, as indicated in section 4 of the report. 	Completed
04/11/13	<p><u>Horwich Town Centre 20mph Speed Limit (N Smithies)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport, the Executive Cabinet Member AGREED the revised scheme as shown on drawing number 933034/12, having considered the comments made in response to the local area consultation and the views of ward members.</p>	Objection report for order required July 2014.
04/11/13	<p><u>Procurement of Residential Furniture (Ged Gallagher)</u></p> <p>Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AUTHORISED the Corporate Procurement Team to:</p> <ul style="list-style-type: none"> (i) Invite tenders for a service for the provision of Residential Furniture, in accordance with the Council's Standing Orders relating to Contracts; (ii) Appoint the most economically advantageous tenderers for the provision of Residential Furniture in accordance with the tender documents; and (iii) Carry out the necessary legal formalities. 	Tender process concluded and suppliers identified for the 11 available lots. Framework agreement whereby multiple suppliers awarded lots to ensure best possible service and cost arrangements.

Date of Meeting	Item and Decision	Action and Progress
02/12/13	<p><u>AGMA Convictions Policy Relating to Private Hire and Hackney Carriage Licensing (Gillian Hughes)</u></p> <p>The Executive Cabinet Member for Environmental Services AGREED to the undertaking of a consultation exercise as detailed in the report and following this consider the adoption of the AGMA Convictions Policy and implementation of the proposals regarding the future hearing indecency cases.</p>	<p>Consultation ends February 2014. Comments will then be considered.</p> <p>Consultation complete comments and consideration to be reported to Exec Member April 14.</p> <p>Further development work across all AGMA LA's. Revised policy to be resubmitted for approval.</p>
6/01/14	<p><u>Term Maintenance Contracts for Specialist Highway Surface Treatments (K Walker)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member NOTED the report and gave APPROVED that officers be permitted to procure a new term maintenance contract for surface dressing and also in respect of a new term maintenance contract for micro asphalt and slurry works.</p>	<p>Advice received from Legal Services that the contract should be procured as a framework. Officers to revise tender documents accordingly in time for works to commence in 1516.</p>
06/01/14	<p><u>Proposals for increased Period of Validation of Private Hire and Hackney Carriage Vehicle Licenses (Elizabeth Pritchard).</u></p> <p>The Executive Cabinet Member considered the proposals and APPROVED the report subject to the deletion of the word revoke in paragraph 2.7 of the report and the insertion therefor of the word suspend.</p>	<p>Aiming to put procedures in place and implement new proposals from April 2014.</p> <p>Implementation will need to be deferred until fees and charges agreed, aim to introduce 1st September 14.</p>

Date of Meeting	Item and Decision	Action and Progress
27/01/14/14	<p><u>Tendering Process for the Anti-Social Behaviour Victim Champion Service (Rafel Martinez)</u></p> <p>The Executive Cabinet Member APPROVED the tendering process, as detailed in the report, and AGREED to delegate authority to the Director of Environmental Services, in conjunction with the Cabinet Member for Community Safety and Police, to award the contract based on the criteria, as detailed in the report.</p>	<p>Corporate procurement have revised the contract start date to August 2014.</p>
03/02/14	<p><u>Review of the Management of Allotments (Malcolm Russell)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services the Executive Cabinet Member Leader AGREED the proposals contained in the report, namely:-</p> <ul style="list-style-type: none"> (i) the request from Harpers Lane Allotments Ltd for a Business Tenancy for part or all of the Harpers Lane Allotments site. (ii) authorise the Director of Environmental Services to enter into 'Operational Management' arrangements with other allotment sites who wish to do so. (iii) the operational, process and procedural changes set out in the report. (iv) authorise the Director of Environmental Services to enter into an arrangement with the Association of Bolton Allotment Societies (ABAS) for that organisation to take over the arrangement and management of the allotment competitions. 	<p>Discussions ongoing</p> <p>Number of OMAs now in place and others being progressed</p> <p>Implemented</p> <p>Competition ongoing under ABAS</p>

Date of Meeting	Item and Decision	Action and Progress
03/03/14	<p><u>Cornerstone Church, Bromley Cross – Direction Signs (John Davies)</u></p> <p>Following recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member AGREED that:-</p> <ul style="list-style-type: none"> (i) The request for signing to the Cornerstone Baptist Church in Bromley Cross is not approved; and (ii) The policy for, Signing of Individual Premises and Tourism Signing is referred back to the Environment and Housing Policy Development Group to consider revising the information within the policy relating to places of worship. 	<p>Report prepared and to be submitted to next available PDG for consideration.</p>
03/03/14	<p><u>Approval to Tender for the Supply of Tyres and Associated Services to Fleet Management (Andrew Wood)</u></p> <p>Following a recommendation from the Cabinet for Waste and Recycling the Executive Cabinet Member AGREED to grant approval for Vehicle Fleet Management to tender for the supply and fit of tyres and associated services provided and allow the Council to award the tender on a best value basis.</p>	<p>We have now received a proof copy of the Invitation to Tender Document from Procurement, a meeting is arranged for tomorrow morning to go through the document with myself & Jacqueline Lindley.</p> <p>Any amendments will be fed back to the Procurement Team.</p>

Date of Meeting	Item and Decision	Action and Progress
03/03/14	<p><u>Review of Provision of Bowling Greens and Associated Facilities (Malcolm Russell)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services Executive Cabinet Member –</p> <p>(i) APPROVED the criteria set out in the report for prioritising the retention of bowling greens and associated facilities.</p> <p>(ii) Authorise the Director of Environmental Services to utilise the criteria to identify sites for potential closure to achieve the savings required by the approved Neighbourhood and Regulatory Services and any subsequent budget reductions; and</p> <p>(iii) Authorise the Director of Environmental Services, in consultation with the Chief Executive Cabinet Member, to implement the closure and removal of greens and associated facilities identified by the application of the approved criteria to achieve the savings required by the approved Neighbourhood and Regulatory Services and any subsequent approved budget reductions.</p>	<p>2014 usage being identified to enable criteria to be applied.</p> <p>To follow from (ii) above.</p>
03/03/14	<p><u>Procurement of Fresh and Frozen Meat (Elaine Long)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services, the Executive Cabinet Member gave approval to continue to purchase fresh and frozen meats through Clifton Meats via YPO until the new YPO/AGMA framework is in place to ensure best value is attained and noted that a mini competition will be required once the new YPO/AGMA framework is in place and gives approval for this to go ahead when required.</p>	<p>Tender outcomes finalised and contract award pending – report for July Executive.</p>
03/03/14	<p><u>Approval to Tender the Bulky Waste Collection Service (Laura Swann)</u></p> <p>The Director of Environment Service submitted a report which sought approval to tender the bulky waste collection service.</p> <p>By way of background information, the report explained that the Council had a statutory duty to provide a bulky waste collection service to residents, however, the Controlled Waste Regulations 1992 permitted councils to make a charge for the collection of bulky waste.</p> <p>Following a recommendation from the Cabinet Member for Waste and Recycling, the Executive Cabinet Member APPROVED the tendering of the Bulky Waste Collection Service using the specification provided.</p>	<p>The Tenders have now been evaluated and the winning company will be informed by the end of June. The new contract will start from 1st August 2014.</p>

Date of Meeting	Item and Decision	Action and Progress
07/04/2014	<p data-bbox="373 309 1189 409"><u>Approval for Procurement of High Speed Road Traffic Management and Associated Verge Maintenance Services (J Sharrock)</u></p> <p data-bbox="373 443 1142 544">Following a recommendation from the Cabinet Member for Neighbourhood and Community Services, the Executive Member agreed to –</p> <ul style="list-style-type: none"> <li data-bbox="373 577 1182 712">(i) Procure high speed road traffic management and associated verge maintenance services (via the Corporate Procurement Team) in accordance with the Council's Standing Orders relating to procurement; <li data-bbox="373 745 1169 880">(ii) Appoint the successful tenderer to deliver high speed road traffic management and associated verge maintenance services in accordance with the tender documents; and <li data-bbox="373 913 1077 981">(iii) Authorise the Borough Solicitor to carry out all necessary legal formalities. 	<p data-bbox="1208 577 1477 645">Tender placed on Chest on 17th April.</p> <p data-bbox="1208 745 1433 846">Closing date for tender returns is 14th May.</p> <p data-bbox="1208 913 1477 981">Tender awarded and works ongoing</p>
07/04/2014	<p data-bbox="373 1014 1082 1081"><u>Framework of Approved Contractors for Social Needs Transport (Kevan Roberts)</u></p> <p data-bbox="373 1115 1142 1216">Following a recommendation from the Cabinet Member for Neighbourhood and Community Services, the Executive Member APPROVED –</p> <ul style="list-style-type: none"> <li data-bbox="373 1249 1182 1350">(i) The extension of the terms of the framework agreement for a further two twelve month periods from 1st September, 2014; and <li data-bbox="373 1384 1153 1507">(ii) Prior to the extension, allow providers on the framework the opportunity to refresh their vehicle information and pricing schedule, as indicated in the report. 	<p data-bbox="1208 1249 1509 1406">Closing date for framework contractors to update vehicle information and prices is 4th June.</p>

Date of Meeting	Item and Decision	Action and Progress
07/04/2014	<p data-bbox="373 309 1011 376"><u>Approval to Tender for Bin Cleaning, Repair and Refurbishment (Mark Hoban)</u></p> <p data-bbox="373 409 1142 510">Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AGREED –</p> <ul style="list-style-type: none"> <li data-bbox="373 544 1171 645">(i) To tender for bin cleaning, repair and refurbishment services using the specification provided in Appendix 1; and <li data-bbox="373 712 1155 813">(ii) Delegate authority to the Director of Environmental Services to award the successful tenderer on a best value basis. 	<p data-bbox="1209 544 1490 678">Tender Evaluation questions being finalised. Will go out to tender April/May.</p>

Date of Meeting	Item and Decision	Action and Progress
07/04/2014	<p><u>Draft Charity Collections Policy (P Tomkies)</u></p> <p>The Executive Cabinet Member APPROVED the draft Policy for the purposes of consultation.</p>	<p>The consultation documents went live on the Bolton Council website on 10/04/2014 and were sent to the e-view panel. The consultation has also been sent to local businesses and to all organisations which were issued with a street collection permit in 2013. The consultation will run for four weeks. Donna Cooper from Communications and Marketing is collating the consultation responses.</p> <p>Consultations responses being considered. Report in preparation.</p>
12/05/14	<p><u>The Replacement Grey Bin Policy (L Swann)</u></p> <p>Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member APPROVED -</p> <p>(i) Option 1, as detailed in the report, with a £10 charge for a 140 litre bin and a £40 charge for a 240 litre bin; and</p> <p>(ii) The implementation of Option 3, as detailed in the report.</p>	<p>Option 1 will be implemented from 1st July 2014.</p> <p>Option 3 will be formally implemented and advertised from 1st July 2014.</p>

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12/05/14	<p><u>Approval to Tender for the Distribution of Waste and Recycling Information (L Swann)</u></p> <p>Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AGREED to:-</p> <ul style="list-style-type: none"> (i) Grant approval for the Assistant Director of Waste and Fleet Management to tender the distribution of waste and recycling information; and (ii) Delegate authority to the Director of Environmental Services to award the contract to the successful tenderer. 	<p>The tender has now closed and the bids are being evaluated. The contract will commence on 4th August 2014</p>
12/05/14	<p><u>Approval to Tender for Doorstep Engagement (L Swann)</u></p> <p>Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AGREED to:-</p> <ul style="list-style-type: none"> (i) Grant approval for the Assistant Director of Waste and Fleet Management to tender for Doorstep Engagement; and (ii) Delegate authority to the Director of Environmental Services to award the contract to the successful tenderer. 	<p>This is currently out to tender and closes on 7th July. The contract will commence on 4th August</p>
16/06/2014	<p><u>Blackrod General – Proposed waiting Restrictions – Objections (J Fox)</u></p> <p>Following a recommendation from the Executive Cabinet Member for Highways and Transport, having considered the objections and views of Ward Members, the Executive Cabinet Member APPROVED the implementation of the waiting restrictions, as now amended and set out on appendix A to the report.</p>	<p>Scheduled for implementation 21 July 2014.</p>

Date of Meeting	Item and Decision	Action and Progress
16/06/2014	<p data-bbox="373 309 979 342"><u>Replacement Vehicle Procurement (J Lindley)</u></p> <p data-bbox="373 376 1139 477">Following a recommendation from the Cabinet Member for Community Services the Executive Cabinet Member AGREED -</p> <ul style="list-style-type: none"> <li data-bbox="373 510 1050 577">(i) That 11 twin pack recycling vehicles can be purchased during 2014/15; <li data-bbox="373 611 1185 712">(ii) To delegate authority to the Director of Environmental Services to agree the vehicles that will be purchased during 2014/15 and 2015/16; <li data-bbox="373 745 1169 880">(iii) Grant approval for the Assistant Director of Waste and Fleet Management to tender for the purchase of the agreed vehicles to the values, set out in the report, during 2014/15 and 2015/16; and <li data-bbox="373 913 1145 1037">(iv) To delegate authority to the Assistant Director of Environmental Services to award contracts to the successful suppliers on completion of a successful tender process. 	